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ABSTRACT

This guide for working adults who are considering returning to school to get a college degree is illustrated with charts provides worksheets, offers case studies which personalize the material, and includes "description" boxes (icons) that highlight nontraditional degree programs offered by various schools. Chapter 1 discusses how to overcome doubts common to most adults contemplating a return to school. Chapter 2 discusses the relationship between a college degree and one's career. A career model and worksheets identify the values and skills needed to achieve identified goals. In Chapter 3 terms and concepts important to understanding how colleges are organized and operated are defined, including the accreditation process, majors, and traditional and nontraditional degree programs. Several strategies for shortening the time needed to complete a degree are suggested in Chapter 4. Financial issues are examined in Chapter 5; and Chapter 6 reviews the college selection process. Chapters 7 discusses balancing college with family, social life, and work, and time management. Chapter 8 reviews skills, such as cooperative learning and study, writing skills, and basic study and test-taking techniques, needed in college. Appended are descriptions of 240 colleges and universities that offer degree programs designed to meet the needs of working adults. (JLS)

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